



Council Chambers  
 JFK Library Building  
 Vallejo Room - First Floor  
 505 Santa Clara Street  
 Vallejo, CA 94590  
[www.cityofvallejo.net](http://www.cityofvallejo.net)

**AGENDA**  
**MCCUNE COLLECTION**  
**COMMISSION**  
**REGULAR MEETING – 5:00 PM.**  
**September 6, 2018**  
**Vallejo Room**

**COMMISSIONERS**  
 Henry Beecher, Chair  
 Guy Brookshire,  
 Vice Chair  
 Joanne Schivley,  
 Treasurer  
 Ken Innes  
 Noah Dove  
 Julie Stratton  
 Thia Markson

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the McCune Collection Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Executive Secretary of the Commission prior to the consideration of the item.

Those wishing to address McCune Collection Commission on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of the McCune Collection Commission to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Members of the public have the right to speak on any item on this agenda. Those wishing to address the McCune Collection Commission: 1) during the Community Forum are limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300; and 2) on a Consent Calendar item are limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the commissioners will be available for public inspection at the City Clerk's Office, 555 Santa Clara Street, 3<sup>rd</sup> Floor, Vallejo, CA at the same time that the public records are distributed or made available to the commissioners. Such documents may also be available on the City of Vallejo website at <http://www.cityofvallejo.net> subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4527,

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	<p>McCune Room is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.</p> <p>Please call (707) 674-4082 if outside gate is closed.</p>
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# CITY OF VALLEJO MCCUNE COLLECTION COMMISSION AGENDA

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. COMMUNICATIONS**

- A. Report from City staff to the McCune Collection Commission
- B. Report from Council Liaison to the McCune Collection Commission
- C. Report from McCune Foundation to the McCune Collection Commission
- D. Others

**4. COMMUNITY FORUM**

*Anyone wishing to address the commission on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the commission to resolve, is requested to submit a completed speaker card to the Executive Secretary of the Commission. When called upon, each speaker should state his /her name, and address for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.*

**5. CONSENT CALENDAR AND APPROVAL OF AGENDA**

*Members of the public wishing to address the commission on Consent Calendar Items are requested to submit a completed speaker card to the Executive Secretary to the Commission. Each speaker is limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the commission. Items removed from the commission will be heard immediately after approval of the Consent Calendar and Agenda.*

**A. Approval of Agenda & Minutes**

Recommendation: By motion, approve the agenda for the regular meeting, September 6, 2018 of the McCune Collection Commission and approval of the minutes from the August 9, 2018 special meeting.

**6. CHAIR'S REPORT** (attachment)

**7. OLD BUSINESS**

**A. Acquisition of Items Donated to the McCune Collection**

Action: By motion approve/deny acquisition of donated item(s).

**B. Submission of Monthly Receipts for Reimbursement**

**C. McCune Room use requests**

Action: By motion approve/deny room use request(s).

Saturday, September 29, noon to 4:00 p.m., to honor Carlos Bolusan. Hosted by Mayor Sampayan. Anticipate 30 to 50 attendees.

**D. Update on Furthering Academic Outreach**

Action: Report back.

**E. Mini-Exhibit**

Action: Discuss next exhibit theme.

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## F. **Grant Update**

Action: Receive update on the status of the grant applications.

## 8. **NEW BUSINESS**

### A. **Set McCune Collection Schedule:**

#### **Docent Hours**

Tuesday, October 2, 2-4 pm:

Saturday, October 6, 12-2 pm: Chair Beecher

Saturday, October 13, 12-2 pm: Chair Beecher

Tuesday, October 16, 2-4 pm:

Saturday, October 20, 12-2pm: Chair Beecher

Saturday, October 27, 12-2pm: Chair Beecher

#### **Graphic Arts Group**

Friday, October 12, 7-9 pm: Commissioner Dove

Friday, October 26, 7-9 pm: Commissioner Dove

#### **Writers Workshop**

Friday, August 3, 7-9 pm: Vice Chair Brookshire, Commissioner Dove

Friday, August 17, 7-9 pm: Vice Chair Brookshire, Commissioner Dove

#### **2nd Friday Artwalk**

Friday, October 12, 5-9 pm: Chair Beecher

#### **Program Series**

Sunday October 21, 2-4pm: Chair Beecher

Sunday November 18, 2-4pm: Chair Beecher

#### **Vallejo Waterfront Weekend**

Saturday October 6, 12-4pm: Chair Beecher

Sunday October 7, 12-2pm: Chair Beecher

### B. **Discuss the Adoption of Procedures to Make a Motion**

Action: By motion, discuss and adopt procedures.

### C. **Consider Setting a New Meeting Day and Time for Regular McCune Collection Commission Monthly Meetings**

Action: By motion, approve the first Monday, 5:00 - 6:30 pm for regular monthly meetings.

### D. **Review and Approve Revised Publicity and Outreach Policy**

Action: By motion, approve submitting ' Publicity & Outreach Policy' draft to staff for review & comment (attachment).

### E. **Review and Approve Collection Holdings & Objects Policy**

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Action: By motion, approve submitting 'Collection Holdings & Objects Policy' draft to staff for review & comment (attachment).

**F. Review and Approve Furnishings & Facilities Policy**

Action: By motion, approve submitting 'Furnishings & Facilities Policy' draft to staff for review & comment (attachment).

**G. Formation of Ad-Hoc Committee to develop an Equipment Use Policy**

Action: By motion, appoint no more than 3 Commissioners to serve on the committee.

**9. ACTIVITY REPORTS**

- A. Program Series
- B. Website
- C. Art Walk
- D. Volunteer Program
- E. Writers Workshop
- F. Graphic Arts Group

**10. ANNOUNCEMENTS**

**11. FUTURE AGENDA ITEMS**

- A. Discussion of Agenda Items for Future Meetings
  - i. Book Club Proposal - Consider Book Club plan from Program Chair Brookshire.
  - ii. Role of Foundation
  - iii. Municipal Code Amendments
  - iv. Use of the Albion Press

**12. NEXT MEETING DATE:** Regular Meeting TBD

**13. ADJOURNMENT**

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ADDITIONAL CITY INFORMATION

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I, Dawn G. Abrahamson, City Clerk, do hereby certify that we have caused a true copy of the above notice and agenda to be delivered to each of the members of the McCune Collection Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., Friday, August 31, 2018.

Dated: August 31, 2018

  
Dawn G. Abrahamson, City Clerk